

TGMI Steering Committee Meeting Minutes – February 3, 2004

MEMBERS PRESENT: Donna Duarte, Chuck Holland, Kathy Hartman, Cindy Saladin, Marty Toth, Mike Travis, Carolyn Wilson

The meeting was called to order by Donna.

OLD BUSINESS:

- The committee reviewed and approved the minutes of the 1/6/04 meeting. The minutes of the Holiday Breakfast on 12/11/03 were discussed and it was decided that because the steering committee was approving on behalf of all the alumni that it would be okay, even though this meeting did not occur during our term, to adopt them.

There was discussion on the minutes and when to send them out. It was determined that the steering committee would approve them before they would be sent to the classes, just in case there were corrections that needed to be made. As it stands, Carolyn Wilson will send the initial minutes to Donna Duarte, Cindy Saladin and Chuck Holland, within 48 hours they will provide feedback, Carolyn will make necessary changes and will then send them to the full committee.

- Newsletter report: articles are ready to give to Michele so we should have the newsletter out within the next 2 days or so. After this issue, Donna Duarte will turn her information over to Chuck Holland.
- Brown Bag (BB) report: this was not a good time for TN Emergency Management Agency (TEMA), spring would be better for them. It was determined that Julie Perrey, BB Chairman, would set up the events. She will be able to contact Robin Inglis for a TEMA BB in the spring.
- Bank Account report: Mike Travis provided the committee with a spreadsheet on the TGMI account. There is a balance of \$159.00. Motion was made and passed to accept the Treasury report as given. Discussion followed regarding the type of account TGMI would set up. Mike provided information as to how TGMI could become a non-profit organization. There was much discussion from the committee and it was determined that at this point in time, it would not be in our best interest monetarily to pursue this.

With that, Mike will check w/banking institutions for the cost of maintaining an account and will report back at the next meeting. So this action will be deferred to the next meeting.

NEW BUSINESS:

- Donna presented a list of Steering Committee Liaisons (SCL) for the following sub-committees: By-Laws, Newsletter, nominating, Orientation, Community Service, Brown Bag, Annual Conference, and Holiday Breakfast. We will be contacting members to see if they want to serve as chair people or members on these committees. Donna will send out an email to all members explaining the purpose and soliciting volunteers. A list of committees w/ the SCL is attached.
- Orientation Committee report: Marty Toth, chair and Julie Perrey, SCL, will need 5 or 6 members to get started. Cindy Saladin advised they needed to get started soon. Orientation will be on May 25 at the Nashville Public Library.
- Cindy Saladin and Lynn Goodman worked w/the University of Tennessee and properly identified the audience for TGEI and TGMI. They have reevaluated the nomination process to ensure we have the right people in attendance. They also looked at the curriculum and determined new goals & objectives that will drive the curriculum. It was determined that a theme needed to be discussed that will adequately portray this administration. This theme will be used for all classes held during this administration.

Several ideas were discussed for the theme by the steering committee.
Transforming Leaders: Lessons in Vision and Vigor was the winner.

With that a motion was made to adjourn.

NEXT MEETING: **March 2, 2004** Same time, same place.